Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 222-2142   Fax: (401) 222-6387
Web Site: www.purchasing.state.ri.us

25 Sept 03

Addendum #3

RFP# B02894

Title: Automatic Collection System

Submission Deadline: 9 Oct 03 @ 1:40 PM

- There is an opportunity for interested parties to view Division of Taxation workstation in operation. This is a site visit / site visit simulation. At that time, additional questions relating to the operations may be asked.

    - Date: 1 Oct 03 (Wednesday) at 9:00 AM
    - Location: Dept. of Administration / Division of Taxation, One Capitol Hill, Providence
        (Meet in the 1st floor lobby)

- A four-page summary of the 9/24/03 pre-proposal meeting is attached.

Jerome D. Moynihan, C.P.M., CPPO
Administrator of Purchasing Systems

RFP # B02894   Automated Collection System

1. Attendance List for pre-bid meeting has been released in a previous addendum.

2. Do we require or are we interested in field agents tying into this system?

    No, we don't want or require field agents to connect to this system. This is confidential information and is only available on site.

3. Do we want transactions entered on the system to directly update the mainframe?

    No, do to audit requirements we need to have all transactions go through our Processing Department.

4. Hardware costs?

    The hardware required with the exception of client workstations should be listed with costs. The State reserves the right to procure hardware through a public solicitation process.

5. Cost proposal summary?

    See attached.

6. Do you want to add information to the Mainframe?

    No, do to the reasons listed in the answer to question three.

7. Feasibility Study?

    Site walk-thru will be held on Wednesday, October 1st at 9:00 am at the Division of Taxation.

8. Add Interest and Penalty sheet.

    See attached.

9. Annual support fee?

    We would like a breakdown of the cost structure for updates and support for at least the first three years after implementation of your system. We would also like the option if we deem it necessary to purchase additional years of support.

10. Budget for entire project?

    Under $800,000.

11. Benefit funded proposals.

    We are not interested in any benefit funded proposals. The Administrator has stated that he doesn't want to pursue that avenue.

12. When is the end of the Fiscal Year?

    June 30th.

Name of Offeror_____

Total costs must be provided separately for each phase of the project. The cost proposal should be supported with itemized estimates as indicated below. If you have any cost that is not listed below please include additional sheets but these amounts should be included in the total cost.

BASIC SOFTWARE	Cost
List what is included in the basic software package.	$_____
ADDITIONAL SOFTWARE	Cost
List what additional software will need to be added to meet the State of Rhode Island requirements, please break out the personnel cost below.	$_____

PERSONNEL

Position	Employee	Rate	Effort	Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Total Salaries and Wages	$_____
Fringes (specify basis)	$_____
Total Personnel	$_____

OPERATING EXPENSES

Item Description	Cost
_____	_____
_____	_____
_____	_____

Total Operating Expenses	$_____

SUBCONTRACTS

Description	Subcontractor	Cost
_____	_____	_____

Total Subcontracts	$_____

HARDWARE COST

Item Description	Cost
_____	_____
_____	_____

ANY ADDITIONAL COST
    Item Description   Cost

_____

_____

	Est. HRS.	Total Cost
TOTAL DIRECT COSTS		$_____
INDIRECT COSTS (specify basis)		$_____
Preparation of Research and Data	_____	_____
Submission of Draft Plan	_____	_____
Review & Revision	_____	_____
Preparation of Final Plan	_____	_____
Production & Printing of Final Plan	_____	_____
TOTAL COSTS		$_____

Interest and Penalty

CORPORATION TAX:

Interest 1	12% annually 1% per month (Late payment Interest)
Interest 2	Underestimating Interest use RI Form 2220 for calculation*
Penalty 1	5% per month 25% maximum (Late filing penalty)
Penalty 2	½% per month 25% maximum (Failure to pay timely)

WITHHOLDING:

Interest 1	12% annually 1% per month (Late payment Interest)
Penalty 1	5% per month 25% maximum (Late filing penalty)
Penalty 2	½% per month 25% maximum (Failure to pay timely)

SALES TAX:

Interest	12% annually 1% per month (Late Payment Interest)
Penalty	10% *

PERSONAL INCOME TAX:

Interest 1	Underestimating Interest use RI Form 2210 for calculation*
Interest 2	12% annually 1% per month (Late Payment Interest)
Penalty 1	5% per month 25% maximum (Late filing penalty)
Penalty 2	½% per month 25% maximum (Failure to pay timely)

one time charge, the other interest & penalty increase until they reach their maximum